

**Capital Area Human Services District Board Meeting
September 11, 2017**

Directors Present: Amy Betts, Chair; Thomas Sawyer; Christy Burnett; Gerri Hobdy; Gail Hurst; Becky Katz; Rev. Louis Askins; Dana Carpenter, PhD; Stacey Morales and Vickie King

Directors Absent: Kathy D’Albor; Virginia Pearson; Laverne Aguillard; and Gary Spillman

Executive Staff Member(s) Present: Jan Kasofsky, PhD, Executive Director

TOPIC	RESPONSIBLE PERSON	DISCUSSION	FOLLOW-UP
Approval of the September 11, 2017 Consent Agenda and Approval of the Minutes for August 7, 2017	Ms. Betts	Ms. Amy Betts called the meeting to order at approximately 3:15 p.m. A quorum was present. Ms. Becky Katz made a motion to approve the August 7, 2017 Consent Agenda and the minutes for June 5, 2017. Rev. Askins seconded the motion. Ms. Betts thanked the Board members for their attendance.	There were no objections and the motion passed.
Acknowledgement of Service	Ms. Betts	Ms. Betts, Board Chair, presented Ms. Kay Andrews with a certificate of appreciation for her years of service to CAHSD and her parish and her crucial role in developing the governance policy manual.	
Public Comment		There was no public comment.	
Communications	Dr. Kasofsky	Dr. Kasofsky reported on the following: <ul style="list-style-type: none"> • 8/10/17 TDC4 Presentation: Dr. Kasofsky was asked by LSU Psychiatry to serve on their Regional Advisory Board dealing with trauma, disaster, and the effect on children. She presented and two CAHSD PhD social workers attended at the first meeting held in New Orleans. • CAHSD will have a phone call with Texas and Florida to offer help, give advice and assistance relating to the recent disasters in those states. • 8/23/17 Regional MH Response Team: Along with State Office employees, the French Settlement Assistant Chief of Police recently attended training in Washington, DC on how to connect MH folks with law enforcement. This initiative is law enforcement with the addition of mental health. Dr. Kasofsky and J. Nosacka were part of the local training. This is part of a national movement called “One Mind”. • The 8/25/17 BH Collaborative meeting focused on opioids and was well attended. Dr. Louis Cataldie spoke at this meeting and was very informative. Other speakers were: Marianne Maumus, MD, Ochsner; Rintha Simpson, Coordinator Community Integrated Health Program, EMS; David Laxton, LPC, NCC, Clinic Director, Baton Rouge 	

Comprehensive Treatment Center; Logan Kinamore, Executive Director, No Overdose Baton Rouge; Denise Delaney, Grants Manager, OHCC; J. Gary Chaney, DNP, APRN, Psychiatric Mental Health Nurse Practitioner, RKM Primary Care; Vivian Gettys, RN, MPH, Prevention Division Director, CAHS; and Jan Laughinghouse, PhD, LCSW, Program Director, CAHS Addiction Recovery Services.

- The 9/22/17 Facing Addiction training on advocacy approaches: This is a free, three-hour Community Training Initiative conducted by Facing Addiction Director of Outreach and Engagement, Michael King. It will be held in Baton Rouge at CAHSD. CAHSD was selected in a nationally competitive process to implement the grassroots based Facing Addiction initiative for Baton Rouge.
- The 9/29/17 BH Collaborative MAT speakers and topics are:
 - Arwen Podesta, MD, ABPN, FASAM, ABIHM –The State of Medicine in Addiction Recovery and Vivitrol, which can be used in an abstinence based program
 - Louis Cataldie, MD, ABAM Diplomate – MAT/OAT Treatment Components
 - Sue Fontenot, LDH Pharmacist, Louisiana Medicaid Pharmacy Program – Information prescribers and therapists need so they know what medical necessity needs to look like in order to get a claim paid. Focus was on clinical aspect of treating opioids.
 - Brice L. Mohundro, PharmD, BCACP, BCBS of Louisiana – Managing Opioid Coverage
- 10/13/17 CAHSD Annual Training will be held at the Holiday Inn South on Airline Hwy., Baton Rouge. Speakers are Kristen Woodlock, RN and Tommy Karam, PhD. Dr. Kasofsky provided an overview of the topics to be covered at the training. Ms. Woodlock is also doing a complete study of CAHSD and will give a presentation of her findings at the training. She will provide a final report with recommendations for items/topics CAHSD needs to work on. Conducting this audit is included in the CAHSD strategic plan this year.
- Dr. Kasofsky was told by Kathy Kliebert, President of the Bridge Center Board that they are now considering funding police training as well as placement of social workers in the schools. Dr. Kasofsky said if the Bridge Center decides to be involved with something other than the original plan; an alternative plan to consider would be to assist the new Police Chief and the Sheriff with implementing policies. Dr. Kasofsky would like to see more policies in place within the police departments. This is different from CIT. CIT is the abbreviation for Crisis Intervention Team. The team is to be ruled by the policies

		<p>within the police department. J. Nosacka recently went to an international meeting in California and brought back some policies that we can give them to use.</p> <ul style="list-style-type: none"> • Dr. Kasofsky is hopeful the Bridge Center will go back to the \$140K plan that the Clinical Design Committee and HMA created. This plan was to look at different components of the stabilization unit. They have some funds; we have Medicaid expansion, and clients who have private insurance. Providers in the community will plug in if they just get it started. There is a lot of retraining. • CorrectHealth is a private company running the jail for EBRP at this time. There is one social worker for the 1700 inmates. The current social worker is leaving. Carlo Musso, MD, President of CorrectHealth called Dr. Kasofsky and spoke highly of CAHSD. Dr. Musso asked if we would be interested in doing a contract for 1 social worker. After consideration, Dr. Kasofsky told him CAHSD would be interested in contracting for 2 social workers. He declined saying that maybe in the future but that's not the model now. CAHSD continues to meet with the Warden; he comes to CAHSD once a month. We have a peer and a PT (32 hours) social worker working at the jail through the Wilson Grant. This grant ends in December 2017. The law requires that physical and mental health needs of the inmates be met by the Sheriff. • BRAF has a \$50K grant that they will be implementing at the EBR Parish Jail. • Dr. Kasofsky recently met with Susie Sonnier, head of the Hospital District which was a BRAF initiative and has all of the hospitals working together. They discussed what we are doing around opioids and the next steps S. Sonnier should take. Ms. Sonnier is trying to determine the role of hospitals. • Dr. Kasofsky gave a presentation at the EBR Parish Library at a Recovery Month event. The new librarian wants the Library to be inclusive and created a brochure with CAHSD's phone numbers. Groups there discussed art created by people struggling with mental health problems. • Dr. Kasofsky received an invitation from a legislatively created study group that looks at how Medicaid does/doesn't provide integrated care for the most seriously mentally ill. 	
Response to Flood Event	Dr. Kasofsky	<ul style="list-style-type: none"> • Dr. Kasofsky stated that CAHSD participated on calls relating to Hurricane Harvey while waiting for Harvey to come through. Positive things were said about CAHSD on our statewide call. Human Services Districts on the west side of the State had done a good job but noted how CAHSD had set the bar really high. We were declared in a 	

		state of readiness, including this weekend to be ready for a callout if Florida needs to send people here. Everyone was on readiness for the Hurricane Harvey event and the Irma event this weekend. The mega shelter in Shreveport was used by people from Houston and two large shelters in Lake Charles area. LDH saw they can rely on Human Service Districts to do their job.	
Incident at CARP	Dr. Kasofsky	<ul style="list-style-type: none"> • Dr. Kasofsky advised the Board about a recent incident at CARP, the CAHSD inpatient unit. 	
Integrated Care – The BR Clinic	Dr. Kasofsky	<ul style="list-style-type: none"> • Waiting on the final contract with The Baton Rouge Clinic. CAHSD staff is still meeting with BCBS at The BR Clinic. BCBS will be the funder. Start-up is in October. 	
MAT Research	Dr. Kasofsky	<ul style="list-style-type: none"> • Consideration is being given to bring Vivitrol (similar to Antabuse for opioids) into the CAHSD clinics since it is appropriate to be brought into an abstinence based program. Dr. Kasofsky stated that criteria will be developed for appropriateness for the program. Dr. Udofa has learned about this and policies are currently under review. Dr. Kasofsky will follow up with the Board. 	
PES & New CS Rule	Dr. Kasofsky S. Brown	<ul style="list-style-type: none"> • Dr. Kasofsky introduced Ms. Shaketha Brown, Director of CAHSD’s Human Resources Department who gave a presentation regarding some upcoming Civil Service changes. The legislature passed a rule this past session impacting pay structure that will go into effect January 1st and January 2nd. <ul style="list-style-type: none"> ➤ The Board members watched a brief video regarding the upcoming transition to the new pay structure, why the changes are necessary and how they affect classified employees ➤ The Performance Evaluation Forms (PES) will be changing. ➤ The only pay plans not changing are AS601-AS611 which are the Administrative staff and the front desk staff. These positions are very important positions to CAHSD because employees in those positions have the first contact with clients. The plan is to meet with the employees in these positions to explain that CAHSD had no control over this decision. • The new changes will be presented to CAHSD’s Senior Management Team (SMT) this month. Ms. Brown is receiving questions regarding the 4, 3 & 2 percent salary increases. Two percent will be presented. Employees who have maxed out their pay range on January 1 will not receive the 2% increase, however, the very next day; they will be eligible for the increase on July 15th. • She stated that while the presentation relates to classified employees, CAHSD can still govern how CAHSD unclassified employees are treated. • Dr. Kasofsky explained that she approved CAHSD employees to 	

		<p>receive a raise in 2015 for the PES.</p> <ul style="list-style-type: none"> • Dr. Kasofsky stated that the upcoming raises are self-funded, meaning that it is a cut to the agency. 	
SGR Report	Dr. Kasofsky	<ul style="list-style-type: none"> • Dr. Kasofsky explained that the increase is a rebound effect due to the time spent with the auditors a few months ago. We probably won't continue to have months that we collect \$623K. Expect to level off at approximately \$500k month. • She said not to think CAHSD is making money. This is about when we get our cut, the money will be available. We didn't have to do anything heroic previously when cuts were received because of our collections. Cuts will come but funds in the escrow account can offset devastation to the agency. The escrow account is audited by the Legislative Fiscal Auditor and we are held accountable how the money is used. 	
After Hours Crisis Calls	Dr. Kasofsky	<ul style="list-style-type: none"> • The CARF standard is now that you must provide face to face access for after hour crisis calls. CAHSD is working on a plan to provide this service. CAHSD has had two meetings with EMS and with Aaron Blackledge from the Crisis Intervention Center. Crisis Intervention Center has been handling the calls thus far. • We looked at the break-even point for CAHSD to add mobile. We will put together a RFP and see what is offered to us. This would be to provide coverage on the weekends and after clinic hours. We expect to see approximately 5 people per month. 	
FY '18 Budget Status	Dr. Kasofsky	<ul style="list-style-type: none"> • Dr. Kasofsky reported that as of now, CAHSD hasn't received any cut notices but has had several cut scenarios. 	
Board Membership Update- ACT 73	Dr. Kasofsky	<ul style="list-style-type: none"> • ACT 73 mandates that the Human Service Districts have a certain array of people on their Boards with certain types of backgrounds. We have identified/categorized to the best of our ability each board member in a certain category. We have 3 Board member slots that are still open. Two are for East Feliciana and one slot for West Feliciana. We are working with the parishes. We need one more with professional expertise in the field of Addictive Disorders. Categories open are: one member who represents the judiciary with emphasis on specialty courts. Two members who are parents, consumers or advocates in the field of DD. 	
Report from Chairman			
Board Policy Review by Direct Inspection/Board Business			
Financial Conditions & Activities Tab 3 – Action	Ms. Betts	<ul style="list-style-type: none"> • The Board reviewed the Financial Conditions & Activities Policy and the Year End Financial & Escrow Spending by Disability reports • Following discussion. V. King made a motion to approve the policy without changes. S. Morales seconded the motion. 	There were no objections and the motion passed.
Treatment of Consumers	Ms. Betts	<ul style="list-style-type: none"> • The Board reviewed the Treatment of Consumers Policy and Consumer 	There were no

Tab 4 – Action		Satisfaction Report. Dr. Carpenter made a motion to approve the policy without changes. S. Morales seconded the motion.	objections and the motion passed.
Ends Statement Tab 5 – Action	Ms. Betts	<ul style="list-style-type: none"> The Board reviewed the Ends Statement. There was discussion regarding the statement. The statement will be revised to read “will be informed of available services” and change the reference from “DHH” to “LDH”. 	The revised Ends Statement will be voted on at the next meeting.
Global Governance Commitment Tab 6	Ms. Betts	<ul style="list-style-type: none"> The Board reviewed the Global Governance Commitment Policy. The policy was reviewed. All references to DHH will be changed to LDH in the policy. Rev. Askins made a motion to approve the policy with requested change. Ms. S. Morales seconded the motion. 	There were no objections and the motion passed.
Governance Style Tab 7	Ms. Betts	<ul style="list-style-type: none"> The Board reviewed the Global Governance Commitment Policy. The policy was reviewed. Rev. Askins made a motion to approve the policy without changes. Dr. Carpenter seconded the motion. 	There were no objections and the motion passed.
Board job Description Tab 8	Ms. Betts	<ul style="list-style-type: none"> The Board reviewed the Board Job Description Policy. Rev. Askins made a motion to approve the policy without changes. Dr. Carpenter seconded the motion. 	There were no objections and the motion passed.
Policy Review: Unity of Control	Mr. Sawyer	<ul style="list-style-type: none"> Mr. Sawyer provided an overview of the Unity of Control Policy. He stated that the Board is in compliance with the policy. 	
Next Assignment	Ms. Katz	<ul style="list-style-type: none"> Next Policy Assignment: Accountability of Executive Director, Ms. Katz. 	
Next Meeting	Ms. Katz	The next Board meeting will be on November 6, 2017 at 3:00 p.m. at CAHSD, 4618 Government Street, Baton Rouge, LA. The Board will meet for training on October 13, 2017 @ 8:00 a.m. at Holiday Inn South, Baton Rouge for an annual day of training.	